ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST DECEMBER 2017

WEST RUNTON HOLIDAYS

CHARITY REGISTRATION No. 1135213

COMPANY REGISTRATION No: 07104921

Independent Examiners Ltd
Sovereign Centre
Poplars
Yapton Lane
Walberton
West Sussex
BN18 0AS

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WEST RUNTON HOLIDAYS
(A COMPANY LIMITED BY GUARANTEE)

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WEST RUNTON HOLIDAYS
(A COMPANY LIMITED BY GUARANTEE)

LEGAL AND ADMINISTRATIVE INFORMATION

CHARITY NUMBER	1135213
COMPANY REGISTRATION NUMBER	7104921
DATE OF INCORPORATION	15th December 2009
START OF FINANCIAL YEAR	1st January 2017
END OF FINANCIAL YEAR	31st December 2017
DIRECTORS AT 31ST DECEMBER 2017	Mr A. Morris Mrs Y.M Morris Mr P. Wood
COMPANY SECRETARY	Mr P. Wood
GOVERNING DOCUMENT	Memorandum & Article of Association Dated 15th December 2009
OBJECTS	To advance the Christian faith by sharing the news of Jesus with young people throughout the United Kingdom, but not exclusively.
REGISTERED ADDRESS	71 Bagley Close Kennington Oxford OX1 5LT
BANKERS	HSBC Bank Plc. Beaconsfield 9 Penn Road Buckinghamshire HP9 2PT
INDEPENDENT EXAMINER	Mr C.B Maizi FMAAT FCIE Independent Examiners Ltd Sovereign Centre Poplars Yapton Lane Walberton West Sussex BN18 0AS

WEST RUNTON HOLIDAYS

(A COMPANY LIMITED BY GUARANTEE)

REPORT OF THE DIRECTORS

FOR THE YEAR ENDED 31ST DECEMBER 2017

The company continued to make Jesus known through exciting and adventurous activity holidays for young people. In the year, we ran 9 (2016: 13) different activity holidays, each being of one weeks duration. We took away 225 (2016: 309) young people and had 170 (2015: 205) volunteer leaders involved in our holidays. We were able to fund individual young people to enable them to attend our holidays regardless of the ability to pay. This was due to grants received of £6324.75 (2016: £6,698) in total from grant making bodies, including the Runton Dolphin Trust. This is slightly down on 2016 but there were 84 less young people due mainly to there being four fewer holidays.

Our vision and values remain unchanged, the challenges we face also remain similar which are to continue to attract funding from grant making bodies and we continue to thank each individual and organisation who donate to enable our work to continue. Particular thanks to the Runton Dolphin Trust for their continued support and grants towards making campers fees lower, training needs and particular assets that we need to purchase. We continue to look at the latest guidance and legislation impacting the holiday sector and are looking to redevelop the website and administration system, as well as looking to improve our assets base so that these remain best quality and appropriate to the evolving needs of the organisation, as well as looking to improve our assets base so that these remain best quality and appropriate to the evolving needs of the organisation.

As ever, we continue to look to make Jesus known and have been encouraged through 2017 by the stories we have heard and the development in young people's faith as a direct result of their involvement in our holidays. Thanks to all our volunteers and donors who make this possible.

Directors and other related parties
No payments were made to directors in their capacity as directors in the year 2017.

Statement of Director's Responsibilities:
The Charities Act and the Companies Act require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

a) select suitable accounting policies and then apply them consistently;

b) make judgements and estimates that are reasonable and prudent;

c) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business;

d) state whether applicable accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements.

The Directors are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2006 and comply with regulations made under the Charities Act. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors are also responsible for the contents of the Directors' report, and the responsibility of the independent examiner in relation to the Directors' report is limited to examining the report and ensuring that on the face of the report, there are no inconsistencies with the figures disclosed in the financial statements.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

I approve the attached statement of financial activities and balance sheet for the year ended 31st December 2017, and confirm that I have made available all information necessary for its preparation.

Approved by the Directors on the 14/11/2018

Signed on their behalf by Director .....

Print Name: A. D. MORRIS

WEST RUNTON HOLIDAYS

(A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31ST DECEMBER 2017

(Incorporating Income and Expenditure Account)

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	TOTAL 2017 £	TOTAL 2016 £
INCOMING RESOURCES						
Incoming Resources from Generated Funds						
Donations, Legacies & Similar Income	**3a**	94,156	-	-	94,156	53,153
Charitable Activities	**3b**	1,200	-	-	1,200	79,436
Other Incoming Resources	**3c**	1,699	-	-	1,699	-
TOTAL INCOMING RESOURCES		**97,055**	**-**	**-**	**97,055**	**132,589**
RESOURCES EXPENDED						
Costs of Generating Funds						
Charitable Activities	**4a**	96,105	-	-	96,105	127,589
Governance Costs	**4b**	5,792	-	-	5,792	8,273
TOTAL RESOURCES EXPENDED		**101,897**	**-**	**-**	**101,897**	**135,862**
NET INCOMING/ (OUTGOING) RESOURCES		**(4,842)**	**-**	**-**	**(4,842)**	**(3,273)**
Total Funds Brought Forward		9,426	-	-	9,426	12,699
TOTAL FUNDS CARRIED FORWARD		**4,584**	**-**	**-**	**4,584**	**9,426**

Movements on all reserves and all recognised gains and losses are shown above. All of the organisation's operations are classed as continuing.

The notes on pages 7 to 12 form part of these financial statements.

WEST RUNTON HOLIDAYS

(A COMPANY LIMITED BY GUARANTEE)

BALANCE SHEET

AS AT 31ST DECEMBER 2017

	Note	Unrestricted Funds £	Restricted Funds £	31-Dec-17 Total £	31-Dec-16 Total £
Fixed Assets					
Tangible Assets	2	4,895	-	4,895	6,526
Current Assets					
Debtors & Prepayments	7	-	-	-	1,858
Cash at Bank and in Hand	6	710	-	710	4,298
Total Current Assets		**710**	**-**	**710**	**6,156**
Creditors: amounts falling due within one year	8	1,020	-	1,020	3,256
NET CURRENT ASSETS		(310)	-	(310)	2,900
TOTAL ASSETS less current liabilities		**4,585**	**-**	**4,585**	**9,426**
NET ASSETS		**4,585**	**-**	**4,585**	**9,426**
Funds of the Charity					
General Funds		4,584	-	4,584	9,426
Designated Funds		-	-	-	-
Restricted Funds	5	-	-	-	-
Total Funds		**4,584**	**-**	**4,584**	**9,426**

Directors' Responsibilities:

The directors are satisfied that for the year ended on 31st December 2017 the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 13.

The directors acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The directors acknowledge their responsibility for ensuring that the company keeps proper accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and if its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

Approved by the Directors on the 14/11/2018

Signed on their behalf by Director .....

Print Name: A.D. MORRIS

1. ACCOUNTING POLICIES

Basis of Preparation & Assessment of Going Concern

Basis of Preparation
The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) - (Charities SORP - FRS102) and the Charities Act 2011.

The Charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost unless otherwise stated in the relevant accounting policy notes.

Assessment of Going Concern
Preparation of the accounts is on a going concern basis. The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

Incoming Resources

Recognition of Incoming Resources
These are included in the Statement of Financial Activities (SOFA) when:
- the charity becomes entitled to the resources;
- the Directors are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Incoming Resources with Related Expenditure
Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resource and related expenditure are reported gross in the SOFA.

Grants and Donations
Grants and Donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Tax Reclaims on Donations and Gifts
Incoming resources from tax reclaims are included in the SOFA in the same financial period as the gift to which they relate

Contractual Income and Performance Related Grants
This is only included in the SOFA once the related goods or services has been delivered

Gifts in Kind
Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised. Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity. Gifts in kind for use by the charity are included in the SOFA as incoming resources when receivable.

Donated Services and Facilities
These are only included in incoming resources (with an equivalent amount in resources expended) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the charity of the service or facility received.

Volunteer Help
The value of any voluntary help received is not included in the accounts but is described in the Directors' annual report

Investment Income
This is included in the accounts when receivable.

Investment Gains and Losses
This included any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Expenditure and Liabilities

Liability Recognition
Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

1. ACCOUNTING POLICIES (Continued)

Governance Costs
Include costs of the preparation and examination of statutory accounts, the costs of the Directors' meetings and cost of any legal advice to Directors on governance or constitutional matters. This also includes costs of administrating the holidays by volunteer line management.

Grants with Performance Conditions
Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SOFA once the recipient of the grant has provided the specified service

Grants Payable without Performance Conditions
These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to a grant which remain in control of the charity.

Support Costs
Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of the resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed Assets
These are capitalised if they can be used for more than one year, and cost at least £1,500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Investments
Investments quoted on a recognised stock exchange are valued at market value at the year end. Other investment assets are included at Directors' best estimate of market value.

Deprecation Expenses
Depreciation is calculated at a rate to write off the cost of tangible fixed assets on a Reducing Balance Basis over their estimated useful lives. The rates applied per annum are as follows:

Holiday Equipment	25%
Office Equipment	25%

2. TANGIBLE FIXED ASSETS

		Holiday Equipment £	Office Equipment £	**2017 Total** £
Cost	01-Jan-17	19,045	370	19,415
Additions		-	-	-
Cost at	31-Dec-17	**19,045**	**370**	**19,415**
Depreciation	01-Jan-17	12,519	370	12,889
Charge		1,632	-	1,632
Depreciation at	31-Dec-17	14,151	370	14,521
Net Book Value	31-Dec-17	**4,895**	**-**	**4,895**
Net Book Value	31-Dec-16	**6,526**	**-**	**6,526**

The annual commitments under non-cancelling operating leases and capital commitments are as follows:
31st December 2017 - None
31st December 2016 - None

3. INCOMING RESOURCES

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL 2017** £	**TOTAL 2016** £
a) Donations, Legacies & Similar Income					
Gifts & Donations	6,656	-	-	6,656	11,455
Holiday Grants	87,500	-	-	87,500	41,698
	94,156	**-**	**-**	**94,156**	**53,153**
b) Charitable Activities					
Campers Fees	1,200	-	-	1,200	79,436
	1,200	**-**	**-**	**1,200**	**79,436**
c) Other Incoming Resources					
Sundry Income	1,699	-	-	1,699	-
	1,699	**-**	**-**	**1,699**	**-**

4. RESOURCES EXPENDED

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	**TOTAL 2017** £	**TOTAL 2016** £
a) Charitable Activities					
Activities & Events	82,808	-	-	82,808	103,278
Advertising & Publicity	1,170	-	-	1,170	1,300
Depreciation Expenses	1,632	-	-	1,632	2,175
Equipment Costs	-	-	-	-	1,197
License & Subscriptions	-	-	-	-	358
Printing, Postage & Stationery	185	-	-	185	511
Staff Costs	7,402	-	-	7,402	-
Sundry Expenses	1,490	-	-	1,490	7,189
Training Costs	-	-	-	-	1,323
Transport Costs	1,200	-	-	1,200	9,956
Utility Costs	134	-	-	134	-
Website Costs	84	-	-	84	302
		-	-		
	96,105	**-**	**-**	**96,105**	**127,589**
b) Governance Costs					
Bank Charges	89	-	-	89	158
Independent Examiners Fee	1,020	-	-	1,020	960
Insurance Costs	4,683	-	-	4,683	4,772
Legal & Professional Fees	-	-	-	-	2,383
	5,792	**-**	**-**	**5,792**	**8,273**

5. RESTRICTED FUNDS

The Charity held no restricted fund during this financial year.

6. CASH AT BANK AND IN HAND

	Unrestricted Fund £	Restricted Fund £	**Total 31-Dec-17 £**	**Total 31-Dec-16 £**
Cash at Bank	710	-	710	4,298
	710	**-**	**710**	**4,298**

7. DEBTORS AND PREPAYMENTS

	Unrestricted Fund	Restricted Fund	**Total 31-Dec-17**	**Total 31-Dec-16**
Prepayments	-	-	-	1,858
	-	**-**	**-**	**1,858**

8. CREDITORS AND ACCRUALS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	Unrestricted Fund £	Restricted Fund £	**Total 31-Dec-17 £**	**Total 31-Dec-16 £**
Independent Examiners Fees	1,020	-	1,020	960
Sundry Creditors	-	-	-	2,296
	1,020	**-**	**1,020**	**3,256**

9. DIRECTORS AND OTHER RELATED PARTIES

No payments were made to directors or any persons connected with them during this financial period. No material transaction took place between the organisation and a trustee or any person connected with them.

10. RISK ASSESSMENT

The Directors actively review the major risks which the charity faces on a regular basis and believe that maintaining the free reserves stated, combined with the annual review of the controls over key financial systems carried out on an annual basis will provide sufficient resources in the event of adverse conditions. The Directors have also examined other operational and business risks which they face and confirm that they have established systems to mitigate the significant risks.

11. RESERVES POLICY

The Directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

12. PUBLIC BENEFIT

The charity acknowledges its requirement to demonstrate clearly that it must have charitable purposes or 'aims' that are for the public benefit. Details of how the charity has achieved this are provided in the Trustees report. The Trustees confirm that they have paid due regard to the Charity Commission guidance on public benefit before deciding what activities the charity should undertake.

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Report to the trustees/ members of West Runton Holidays on the accounts for the year ended 31st December 2017 set out on pages 5 to 12.

Respective responsibilities of trustees and examiner

The Charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees are satisfied that the audit requirement of Section 144(1) of the Charities Act 2011 (the Act) does not apply, and that there is no requirement in the governing document or constitution of the Charity for the conducting of an audit. As a consequence, the trustees have elected that the financial statements be subject to independent examination.

Having satisfied myself that the charity is not subject to audit, and is eligible for independent examination, it is my responsibility to:-

a) examine the accounts under section 145 of the Act;
b) to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and;
c) to state whether particular matters have come to my attention.

Basis of independent examiner's statement

I conducted my examination in accordance with the General Directions given by the Charity Commissioners for England & Wales in relation to the conducting of an independent examination, referred to above. An independent examination includes a review of the accounting records kept by the Charity and of the accounting systems employed by the Charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements , and seeking explanations from you as trustees concerning such matters. The purpose of the examination is to establish as far as possible that there have been no breaches of the Charities legislation and that the financial statements comply with the SORP, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements.

The procedures undertaken do not provide all the evidence that would be required in an audit , and information supplied by the trustees in the course of the examination is not subjected to audit tests or enquiries, and consequently I do not express an audit opinion on the view given by the financial statements, and in particular, I express no opinion as to whether the financial statements give a true and fair view of the affairs of the charity, and my report is limited to the matters set out in the statement below.

I planned and performed my examination so as to satisfy myself that the objectives of the independent examination are achieved and before finalising the report I obtain written assurances from the trustees of all material matters.

Independent examiner's statement

In the course of my examination, no matter has come to my attention:
1. which gives me reasonable cause to believe that in, any material respect, the trustees requirements:
· to keep accounting records in accordance with section 386 of the Companies Act 2006; and
· to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of recommended Practice: Accounting and Reporting by Charities.

have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

C.B Maizi FMAAT FCIE
Independent Examiners Ltd
Sovereign Centre
Yapton Lane
Walberton
West Sussex
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Date: 22nd November 2018